

**Minutes of the Parish Council Meeting
Held on 18th October 2010 at 7.30 p.m. in The Jubilee Hall.**

Present: - Cllrs John Cutland (Chairman), Terry Hunt, Bernard Willcox, Brian Lee, Brian Davis, Mike Webb, Kitty Davies,

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Peter Taylor, Allison Peters, Hannah Richmond, Phillip Squires, Shirley Holloway (SGC), Maggie Tyrrell (SGC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 20th Sept 2010

Resolved: The minutes of the Parish Council meeting of Monday 20th Sept 2010 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. ***(21/9/09) Clerk to obtain costs for replacement litter bin. Action to Clerk***
F100510-1 The Clerk to prepare Litter/Dog Bin Survey Packs. Action to Clerk
Ongoing 18/10/10

5.2.2. ***(19/10/09) Clerk to add the replacement of the Parish map on the Greenhill Parade notice board to the next PC agenda Action to Clerk***
Ongoing 18/10/10

5.2.3. ***100719-1 To draft a response to SG Core Strategy and circulate to members for comment. Action to Clerk***
Ongoing 18/10/10

5.2.4. ***100920-1 To gain a commitment from the Community Police team to either resume attending the Parish Council meetings or at the very least provide a report. Action to Clerk***
Ongoing 18/10/10

5.2.5. ***100920-2 To establish the plans and current status of the new cycle/footpath between Thornbury and Alveston Action to Cllrs Maggie Tyrrell/Shirley Holloway***
Ongoing 18/10/10

- 5.2.6. **100920-3 To establish what is happening with the “no right turn” sign in Greenhill Rd opposite the Methodist Church which has been missing for some time.**
Action to Cllrs Maggie Tyrrell/Shirley Holloway
 Cllr Brian Lee reported the work is completed. Action closed.
- 5.2.7. **100920-4 To apologise for non-attendance at both the ALCA AGM and the ALCA SG Area Forum.**
Action to Clerk
 Completed. Action Closed
- 5.2.8. **100920-5 To seek further guidance on the qualifications for a community governor at St Helen’s School and include an invitation for a volunteer in the next Helmet article.**
Action to Clerk
 Information distributed to Councillors. 22-Sep-2010. Action Closed
- 101018-1 A letter of thanks to be sent to Les Forrest for his eight years as the Community Representative Governor to St Helen School .**
Action to Clerk
- 5.2.9. **100920-6 To complete the Pharmaceutical Needs Assessment on behalf of the Council.**
Action to Cllrs Alison Peters, Kitty Davies and Hannah Richmond
 Cllr Kitty Davies reported that the assessment had been completed. Action Closed
- 5.2.10. **100920-7 To raise a planning enforcement complaint with SG about the additional dwelling and other works at the “Showman’s Site” in Earthcott.**
Action to Clerk
 Enforcement complaint COM/10/0874/BOC is in progress. Action Closed.
- 5.2.11. **100920-8 To include an item on responsible dog ownership in next month’s Helmet article.**
Action to Clerk
 The article has been forwarded to Helmet for inclusion. Action Closed.

6. Recommendations from Committees

- 6.1. **Planning** (meeting held 20th Sept 2010) - Cllr Brian Lee reported on the meeting as in the minutes.
 As well as the usual planning applications and notices received from SG Planning, the meeting had considered the response to the SG Revised Planning Application Process. A three point response had been agreed and sent.
- 6.2. **Playing Fields & Open Spaces** – (no meeting)
- 6.3. **Footpaths & Allotments** – (no meeting)
- 6.4. **Finance and General Purposes** - (no meeting)

7. Representatives Reports.

7.1. **Avon & Somerset Police**

No report received.

101018-2 In view of the recent lack of police reports being provided to the meeting it was agreed to change the name of this item to Police matters. .

Action to Clerk

7.2. South Gloucestershire Council

No report received

8. Community Forum

Cllr Brian Lee reported.

Village of the Year – Following Alveston’s success as winners of the large village category in this year’s CPRE Village of the Year Competition, the presentation of the Cup at an event held at The Alveston House Hotel was deemed a great success. A ceremony to unveil the plaque on the Jubilee Hall will be held shortly.

A fund raising Coffee morning is to be held at the Methodist Hall.

Greenhill Parade Project – Planting of the large flower and shrub border had been completed. A number of trees, mostly donated, will be planted in November. Some residents had reported some slabs broken or loose and Cllr Lee said he would pass that on. Following some concerns expressed about whether the CF could be held liable for the work they had done many years hence, Cllr Lee said he would check on how the CF were managing the ongoing public liability of the parade.

9. Allotments

Cllr Brian Davis reported that a number of issues had been raised by the landowner and the allotment holders through the AAA. Cllr Davis had been on holiday and was not fully up to date with recent meetings but the Clerk felt he should first report to Cllr Davis before any details were reported to the full council.

Items that had been discussed included:

1. Urging the completion of the Lease.
2. Extending the landowners informal permission given to the allotment holders.
3. A community shed to house “common equipment.”
4. Security of the Access Track
5. Impact of the Access Track
6. Parking in the woods
7. Parking in Forty Acre Lane
8. Maintenance and management of the Common Areas.
9. Re-iteration of agreed start-up funding.

101018-3 Clerk to report to the Council the details of Allotment meetings he had attended after first discussing with Cllr Brian Davis. Action to Clerk

10. Playbuilder Project

No update available.

11. Correspondence

11.1. Correspondence for Information

Listed in Appendix A

11.2. Correspondence for Action

None.

12. Authorisation of Payments.

12.1. Payments authorised.

Payments – The following payments were authorised by Cllrs Brian Davis and Mike Webb.

Payee	Details	Chq. no	£
The Broker Network	Additional premium of Insurance	1783	35.38
CRK Garden Manicures	Grounds maintenance	1784	906.91
M York (York Fencing)	Repairs to seats at Cross Hands	1785	167.00
R Phillips	Salary and Expenses Oct 2010	1786	934.33
B Painter	Playground Inspections etc. Oct 2010	1787	104.26
D Biddle	Salary Cemetery Caretaking Oct 2010	1788	84.55
HM Revenue & Customs	Tax & NI July - Sept 2010	1790	1,286.59
HM Revenue & Customs	Tax overpayment 2009/10 (Q2 payment reduced 18/10)	1790	-174.82
BWBSL	Water Rate Jubilee Field	1791	17.03
Alveston Jubilee Hall Mgmt Committee	Hire of Rooms	1789	68.43
Virgin Media Business	Broadband to 31/10/10 (adj. of invoice period)	1792	3.34
Mazars	Professional Services for External Audit	1793	493.50
CFS	Photocopy Services Sept 2010	1794	14.59
	Total expenditure		3,941.09

12.2. Income Received

None

Resolved – That all payments and income presented to the meeting were accepted.

13. Any Other Business

13.1. All-weather cricket strip

The work was not carried out last year as the ground conditions in the off-season period were not suitable for heavy machinery.

The work was authorised at the Parish Council meeting on 21 September 2009, item 6.2.1 as follows.

ADD Plant – to excavate and remove from site all materials - £550.00
 CRK Garden Manicures – to infill with good quality top soil, level and compress surface and lay suitable turf. Cost to include spring treatments. - £1306.00

Resolved. That the removal of the all-weather cricket strip and reinstatement of the ground be completed as soon as possible.

13.2. Meetings calendar 2011.

The Clerk presented a draft meetings calendar for 2011.

It was pointed out that the draft showed varying times for meetings and that 30mins should be allowed for the planning meeting with each committee meeting also being 30mins duration. A second draft would be prepared and circulated for discussion.

The Clerk was reminded to ensure the meeting times were correct in both the Parish Diary and the Web site.

13.3. Queens Diamond Jubilee in June 2012

Cllr Brian Lee reported that early discussions had been held amongst members of the Community Forum about a Parish Celebration of the Queen's Diamond Jubilee in June 2012. It was agreed the Parish Council could take an active part in organising such an event and that the item should be placed on the agenda for further discussion.

Information from <http://www.culture.gov.uk/diamondjubilee>.

The Diamond Jubilee will take place in 2012. The celebrations will centre on the first week in June (2nd, 3rd, 4th, and 5th). The Government has announced its plans for a special four-day Jubilee weekend which will allow communities time to come together to celebrate and commemorate the events of the last 60 years. This has entailed putting back the late May bank holiday to Monday 4 June and adding an additional Jubilee bank holiday on Tuesday 5 June. Detailed plans for the Diamond Jubilee celebrations in 2012 will be announced closer to the time.

It is likely that Lottery funding will be available for small, local community based projects; however this will be a matter for Lottery distributors to consider. Local communities may well wish to organise and celebrate the Diamond Jubilee in their own way. The Department of Communities and Local Government is working with local authorities on producing guidance to help communities to organise locally-run events in their area.

13.4. Rudgeway Lay-By Fly-tipping Meeting

A meeting has been offered by the SG "Fly-tipping" guru, Dave Cole, to bring together residents, Parish and District Councillors as well as SG people from various departments. The aim of the meeting will be to find a solution to the fly-tipping problem at the lay-by. It will be stressed that this meeting will NOT address other issues to do with street traders. The Parish Council has been asked to host the meeting on 2nd Nov.

Cllr Terry Hunt expressed some misgivings that the Parish Council would be dragged into this problem when it is clearly an issue between the local residents, the owner of the land and officers from SG Council. He warned that we should keep the problem at arms length.

As the Clerk had already organised the venue and invited the residents, he was already involved and hoped that some members would support the local residents at the meeting.

The meeting closed at 8.40 pm.

Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
11-Sep-10	L	SLCC	the Clerk & other pamphlets	Dist'n & File	14-Sep-10	N
11-Sep-10	L	SG DAG	Newsletter Sept 2010	Dist'n & File	14-Sep-10	N
11-Sep-10	L	Avon & Somerset Police	Community Policing Awards 2010	Dist'n & File	14-Sep-10	N
11-Sep-10	L	Barbara Day, St Helens School Governors	Request to nominate a Community Governor for St Helens School	Clerk Action	14-Sep-10	Y
11-Sep-10	L	Marlwood School	Invitation to Clerk & J Cutland to attend celebration on 21/9	Clerk Action	13-Sep-10	N
14-Sep-10	E	NHS South Gloucestershire	Pharmaceutical Needs Assessment - consultation	Dist'n & File	14-Sep-10	N
14-Sep-10	E	SGC	Budget Consultation 2011-12 to 2013-14	Dist'n & File	14-Sep-10	N
14-Sep-10	L	SG	SG News Autumn 2010	Dist'n & File	14-Sep-10	N
14-Sep-10	L	Mazars	Request for revisions to Annual Return	Clerk Action	14-Sep-10	N
14-Sep-10	L	York Fencing	Invoice for £82.00	Clerk Action	14-Sep-10	Y
14-Sep-10	L	Virgin Media	Invoice for £25.85	Clerk Action	14-Sep-10	Y
14-Sep-10	E	NHS South Gloucestershire	Pharmaceutical Needs Assessment	Clerk Action	14-Sep-10	Y
16-Sep-10	E	David Giddings	Response to his email to Steve Webb and others re. Infill Development in Alveston.	Clerk Action	16-Sep-10	Y
16-Sep-10	E	SG LINK	September E Bulletin	Dist'n & File	17-Sep-10	N
16-Sep-10	E	SG Parish Charter Review Group	Review Meeting 7th October	Clerk Action	16-Sep-10	Y
17-Sep-10	L	S & C Latter	Brochure - Play area surfacing	Dist'n & File	17-Sep-10	N
17-Sep-10	L	SG Partnership	Newsletter Autumn 2010	Dist'n & File	17-Sep-10	N
17-Sep-10	L	SG Planning Enforcement	Investigation - Severn View, Davids Lane Acknowledgement & response	Clerk Action	17-Sep-10	Y
17-Sep-10	L	SG Planning	Permit - 11 Bannetts Tree Cres.	Clerk Action	17-Sep-10	Y
20-Sep-10	L	Co-operative Bank	Statement 16-Sep-2010	Clerk Action	28-Sep-10	Y
20-Sep-10	L	Oldbury SSG	Meeting notice 6/10	Dist'n & File	27-Sep-10	N
27-Sep-10	L	Greenfields	Brochure	Dist'n & File	27-Sep-10	N
27-Sep-10	L	SG Planning	Permit - 7 Courville Close	Clerk Action	27-Sep-10	Y
27-Sep-10	L	Bank of Ireland	Statement 20-Sep-2010	Clerk Action	27-Sep-10	Y
27-Sep-10	L	SG Spatial Planning Team	2011 Census information	Dist'n & File	27-Sep-10	N
29-Sep-10	L	CRK Garden Manicures	Invoice £906.91	Clerk Action	29-Sep-10	Y
29-Sep-10	L	SG Planning	Refusal - Lawnes Farm, Forty Acre Lane	Clerk Action	29-Sep-10	Y

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
29-Sep-10	L	SG Transportation Ser	Acknowledgement re letter B4427/B4059	Clerk Action	29-Sep-10	Y
30-Sep-10	E	CFS	Invoice £14.59	Clerk Action	11-Oct-10	Y
11-Oct-10	L	SG Planning	Meeting notice for Dev Control re. Cedarstones	Clerk Action	11-Oct-10	Y
11-Oct-10	L	SG Planning	Application - 2 West View, Alveston	Clerk Action	11-Oct-10	Y
11-Oct-10	L	SG Planning	Refusal - Land at Alveston Hill	Clerk Action	11-Oct-10	Y
11-Oct-10	L	SLCC	Letter to explain services and encourage continuance of membership	Dist'n & File	11-Oct-10	N
11-Oct-10	L	Wicksteeds	Playscapes Brochure	Dist'n & File	11-Oct-10	N
11-Oct-10	L	Brian Gale (Helmet)	Grant Aid Application	Clerk Action	11-Oct-10	Y
11-Oct-10	L	SG Council - Mark Shearman, Sen Eng. Transportation Services	Reply to Council request for weight restrictions on B4427/B4059	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Mazars	Invoice & External Audit Report	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Virgin Media	Invoice - £3.34 (change of account date)	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Came & Co	Paid invoice & mid term adjusted insurance schedule	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Shirley Whyte (Alveston Litter Busters)	Grant Aid Application	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Oldbury SSG	Quarterly Site Report & Summary of Radioactivity in Food & the Environment 2004 - 2008	Dist'n & File	11-Oct-10	N
11-Oct-10	L	NALC	Legal Briefing L08-10 Policy Consultation P06-10	Dist'n & File	11-Oct-10	N
11-Oct-10	L	SOFA Project	News Release Sept 2010	Dist'n & File	11-Oct-10	N
11-Oct-10	L	ALCA	Newsletter Oct 2010	Dist'n & File	11-Oct-10	N
11-Oct-10	L	ALCA	Minutes of meeting 27/4/10	Dist'n & File	11-Oct-10	N
11-Oct-10	L	SG Planning	Planning Enforcement Investigation - Fairlands, Earthcott Green	Clerk Action	11-Oct-10	Y
11-Oct-10	L	Came & Co	Parish Matters Brochure	Dist'n & File	11-Oct-10	N
11-Oct-10	L	Bristol Water	Invoice £17.03	Clerk Action	11-Oct-10	Y
11-Oct-10	E	North Bristol NHS	Newsletter Autumn 2010	Dist'n & File	12-Oct-10	N
11-Oct-10	E	North Bristol NHS	2009/10 Annual Report	Dist'n & File	12-Oct-10	N
11-Oct-10	E	SGC	Budget Consultation 2011-12 to 2013-14	Dist'n & File	12-Oct-10	N
11-Oct-10	E	SG CAB	Digital Exclusion report	Dist'n & File	12-Oct-10	N